# Attendance Tracking System & Free Payroll: Affordable Solution

This document outlines the features and benefits of our attendance tracking system, which includes free payroll processing, all for the incredibly low price of just 1 SGD per month. We aim to provide a cost-effective and efficient solution for businesses of all sizes to manage employee attendance, streamline payroll, and ensure accurate record-keeping.

## Introduction

Managing employee attendance and processing payroll can be time-consuming and complex tasks. Many businesses, especially small and medium-sized enterprises (SMEs), struggle to find affordable and user-friendly solutions. Our attendance tracking system addresses these challenges by offering a comprehensive suite of features at a fraction of the cost of traditional software.

## Key Features

Our attendance tracking system offers a range of features designed to simplify attendance management and payroll processing:

### 1.Attendance Tracking

- Multiple Attendance Methods: Employees can record their attendance using various methods, including:
    - Mobile App: Clock in/out using a smartphone app with GPS location tracking.
    - Web Portal: Clock in/out via a web browser on a computer or tablet.
    - Biometric Devices: Integrate with fingerprint or facial recognition scanners for accurate and secure attendance recording.
- Real-time Monitoring: Track employee attendance in real-time, allowing managers to see who is present, absent, or on break.

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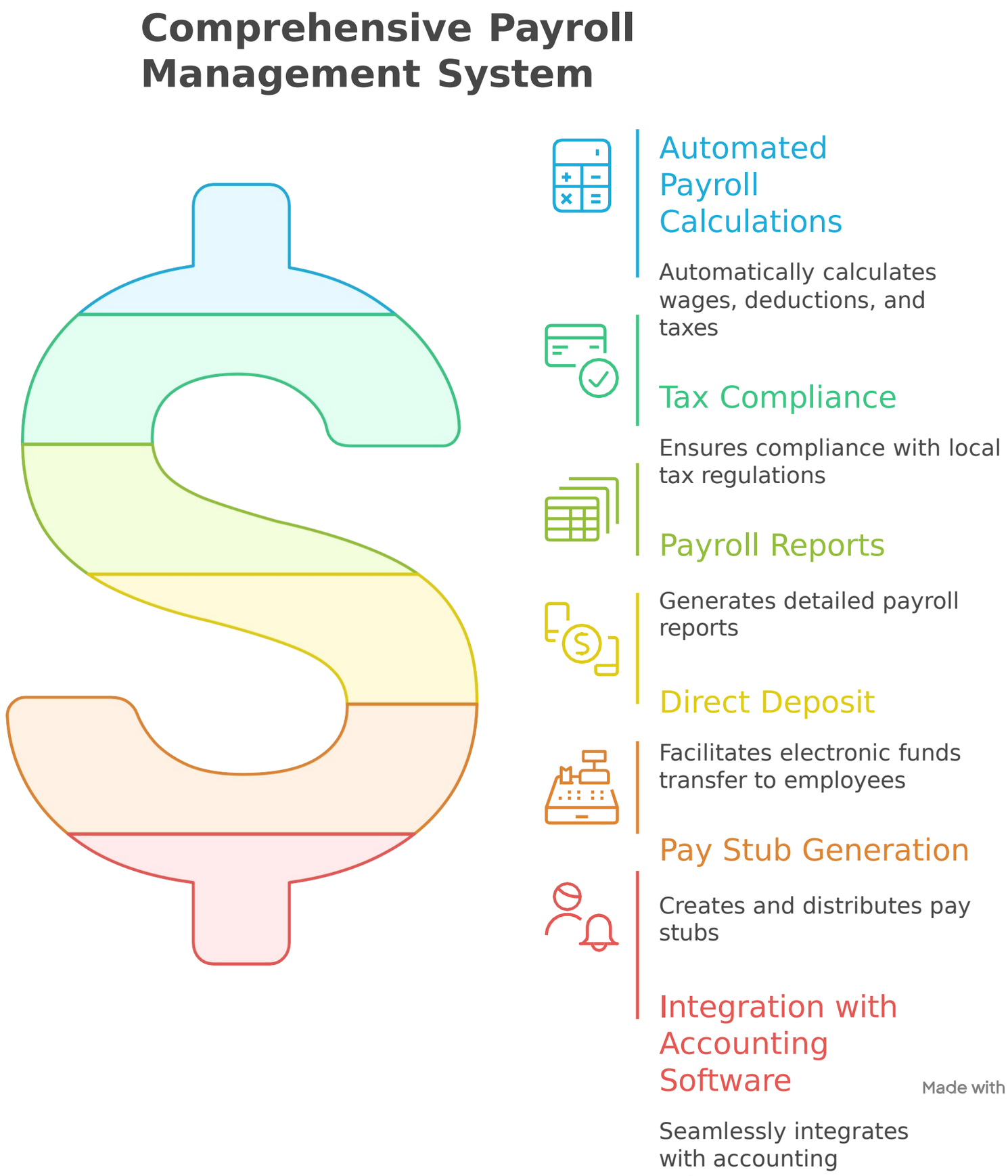
- Automated Timesheets: Automatically generate timesheets based on attendance data, eliminating manual calculations and reducing errors.
- Geofencing: Set up virtual boundaries (geofences) to restrict clock-ins/out to specific locations, ensuring employees are physically present at the workplace.
- Absence Management: Employees can request time off through the system, and
  managers can approve or reject requests, all within the platform.
- Customizable Rules: Configure attendance rules based on company policies, such as grace periods, overtime thresholds, and break durations.

## 2. Free Payroll Processing




## 3. Reporting and Analytics

- Attendance Reports: Generate reports on employee attendance, including tardiness, absenteeism, and overtime.
- Payroll Reports: Generate reports on payroll expenses, tax liabilities, and employee compensation.

- Customizable Reports: Create custom reports to analyze attendance and payroll data based on specific criteria.
- Data Visualization: Visualize attendance and payroll data with charts and graphs to identify trends and patterns.

## 4. User Management

- Role-Based Access Control: Assign different roles and permissions to users, ensuring data security and confidentiality.
- Employee Self-Service: Allow employees to access their attendance records, pay stubs, and personal information through a self-service portal.
- Manager Dashboard: Provide managers with a dashboard to monitor employee

  attendance, approve time-off requests, and manage payroll.

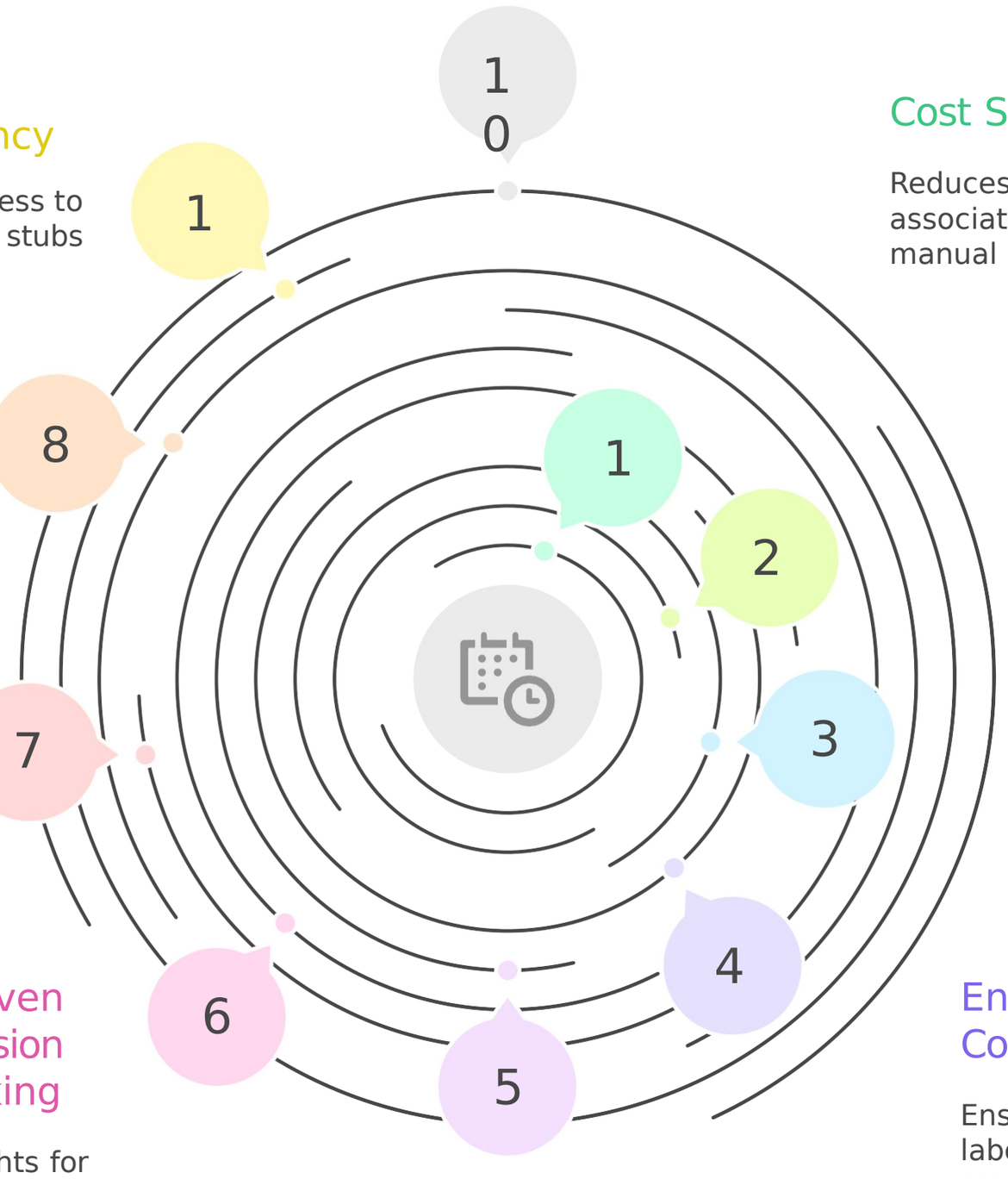
## 5. Mobile Accessibility

- Mobile App: Access the system from anywhere with a mobile app for iOS and Android devices.
- Responsive Design: The web portal is designed to be responsive and accessible on any device, including smartphones, tablets, and computers.

# Benefit s

Implementing our attendance tracking system offers numerous benefits for businesses:

# Benefits of Attendance Tracking System



### Scalability

Accommodates the needs of growing businesses

### Cost Savings

Reduces labor costs associated with manual processes

### Increased Efficiency

Streamlines management and processing tasks

### Improved Accuracy

Eliminates errors in calculations and data entry

### Enhanced Compliance

Ensures adherence to labor laws and tax regulations

### Better Employee Management

Improves accountability and productivity

### Data-Driven Decision Making

Provides insights for informed business decisions

### Simplified Payroll

Automates calculations and tax filings

### Time Savings

Reduces time spent on administrative tasks

### Transparency

Offers access to records and pay stubs

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## Pricing

Our attendance tracking system is available for just 1 SGD per month per employee. This includes all the features mentioned above, including free payroll processing. There are no hidden fees or long-term contracts.

## Integration

Our system is designed to integrate seamlessly with other business applications, including:

- Accounting Software: Integrate with popular accounting software such as Xero, QuickBooks, and MYOB.
- HRM Systems: Integrate with human resource management (HRM) systems to streamline employee data management.
- Time and Attendance Devices: Integrate with biometric time clocks and other attendance tracking devices.

## Security

We take data security seriously and implement robust security measures to protect your information:

- Data Encryption: All data is encrypted in transit and at rest.
- Secure Servers: Our servers are hosted in secure data centers with 24/7 monitoring.
- Regular Backups: We perform regular backups of your data to prevent data loss.
- Access Control: Access to the system is restricted to authorized users only.
- Compliance: We comply with relevant data privacy regulations.

## Support

We provide comprehensive support to our customers:

- Online Documentation: Access our online knowledge base for answers to common questions.
- Email Support: Contact our support team via email for assistance.
- Phone Support: Contact our support team via phone for urgent issues.
- Training: We offer training sessions to help you get the most out of our system.

## Conclusion

Our attendance tracking system offers a cost-effective and efficient solution for businesses to manage employee attendance and streamline payroll processing. With its comprehensive features, affordable pricing, and robust security, our system is the perfect choice for businesses of all sizes. For just 1 SGD per month, you can enjoy the benefits of automated attendance tracking, free payroll processing, and improved employee management. Contact us today to learn more and sign up for a free trial.

For more details, please feel free to

contact us: Call: +65 6492 6783 / +65

9693 5512

WhatsApp: +65 9693 5512

Email:

sales@exigasoftware.com.sg